

Formolo Thomas J  
 Form 4  
 March 11, 2013

**FORM 4**

**UNITED STATES SECURITIES AND EXCHANGE COMMISSION  
 Washington, D.C. 20549**

OMB APPROVAL

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Check this box if no longer subject to Section 16. Form 4 or Form 5 obligations may continue. See Instruction 1(b).

**STATEMENT OF CHANGES IN BENEFICIAL OWNERSHIP OF SECURITIES**

Filed pursuant to Section 16(a) of the Securities Exchange Act of 1934, Section 17(a) of the Public Utility Holding Company Act of 1935 or Section 30(h) of the Investment Company Act of 1940

(Print or Type Responses)

1. Name and Address of Reporting Person \*  
 Formolo Thomas J

2. Issuer Name and Ticker or Trading Symbol  
 ARC DOCUMENT SOLUTIONS, INC. [ARC]

5. Relationship of Reporting Person(s) to Issuer

(Check all applicable)

(Last) (First) (Middle)

3. Date of Earliest Transaction (Month/Day/Year)  
 03/07/2013

Director  10% Owner  
 Officer (give title below)  Other (specify below)

C/O ARC DOCUMENT SOLUTIONS, INC., 1981 N. BROADWAY, STE. 385

(Street)

4. If Amendment, Date Original Filed(Month/Day/Year)

6. Individual or Joint/Group Filing(Check Applicable Line)  
 Form filed by One Reporting Person  
 Form filed by More than One Reporting Person

WALNUT CREEK, CA 94596

(City) (State) (Zip)

**Table I - Non-Derivative Securities Acquired, Disposed of, or Beneficially Owned**

| 1. Title of Security (Instr. 3) | 2. Transaction Date (Month/Day/Year) | 2A. Deemed Execution Date, if any (Month/Day/Year) | 3. Transaction Code (Instr. 8) | 4. Securities Acquired (A) or Disposed of (D) (Instr. 3, 4 and 5) | 5. Amount of Securities Beneficially Owned Following Reported Transaction(s) (Instr. 3 and 4) | 6. Ownership Form: Direct (D) or Indirect (I) (Instr. 4) | 7. Nature of Indirect Beneficial Ownership (Instr. 4) |
|---------------------------------|--------------------------------------|--|--------------------------------|---|---|--|---|
|                                 |                                      |  | Code                           | V   | Amount  | (D)  | Price   |
| Common Stock                    |                                      |  |                                |   | 68,431  | D  |   |
| Common Stock                    | 03/07/2013 <sup>(1)</sup>            |  | P                              |   | 400   | A  | \$ 2.4  |
| Common Stock                    | 03/07/2013 <sup>(1)</sup>            |  | P                              |   | 1,100   | A  | \$ 2.41   |
| Common Stock                    | 03/07/2013 <sup>(1)</sup>            |  | P                              |   | 1,500   | A  | \$ 2.415  |
| Common Stock                    | 03/07/2013 <sup>(1)</sup>            |  | P                              |   | 2,300   | A  | \$ 2.42   |

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|              |                           |   |       |   |         |        |   |  |  |
|--------------|---------------------------|---|-------|---|---------|--------|---|--|--|
| Common Stock |                           |   |       |   |         |        |   |  |  |
| Common Stock | 03/07/2013 <sup>(1)</sup> | P | 800   | A | \$ 2.43 | 74,531 | D |  |  |
| Common Stock | 03/07/2013 <sup>(1)</sup> | P | 4,000 | A | \$ 2.44 | 78,531 | D |  |  |
| Common Stock | 03/07/2013 <sup>(1)</sup> | P | 6,200 | A | \$ 2.45 | 84,731 | D |  |  |
| Common Stock |                           |   |       |   |         | 10,030 | I |  | By Andersen-Formolo Family Foundation - Q52455005 <sup>(2)</sup> |
| Common Stock |                           |   |       |   |         | 12,740 | I |  | By Danish-Italian Investors, L.P., Series A <sup>(3)</sup>       |

Reminder: Report on a separate line for each class of securities beneficially owned directly or indirectly.

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(9-02)

**Table II - Derivative Securities Acquired, Disposed of, or Beneficially Owned**  
(e.g., puts, calls, warrants, options, convertible securities)

| 1. Title of Derivative Security (Instr. 3) | 2. Conversion or Exercise Price of Derivative Security | 3. Transaction Date (Month/Day/Year) | 3A. Deemed Execution Date, if any (Month/Day/Year) | 4. Transaction Code (Instr. 8) | 5. Number of Derivative Securities Acquired (A) or Disposed of (D) (Instr. 3, 4, and 5) | 6. Date Exercisable and Expiration Date (Month/Day/Year) | 7. Title and Amount of Underlying Securities (Instr. 3 and 4) | 8. Price of Derivative Security (Instr. 5) | 9. Number of Derivative Securities Owned Beneficially (Instr. 5) |
|--|--|--------------------------------------|--|--------------------------------|---|--|---|--|--|
|  |  |                                      |  |                                |   | Date Exercisable   | Expiration Date   | Title                                      | Amount or Number of Shares                                       |
|  |  |                                      |  | Code                           | V (A) (D)   |  |   |  |  |

## Reporting Owners

| Reporting Owner Name / Address                       | Relationships |           |         |       |
|--|---------------|-----------|---------|-------|
|  | Director      | 10% Owner | Officer | Other |
| Formolo Thomas J<br>C/O ARC DOCUMENT SOLUTIONS, INC. | X             |           |         |       |

1981 N. BROADWAY, STE. 385  
WALNUT CREEK, CA 94596

## Signatures

/s/ Thomas J.  
Formolo

03/08/2013

    Signature of  
Reporting Person

Date

## Explanation of Responses:

- \* If the form is filed by more than one reporting person, *see* Instruction 4(b)(v).
- \*\* Intentional misstatements or omissions of facts constitute Federal Criminal Violations. *See* 18 U.S.C. 1001 and 15 U.S.C. 78ff(a).
- (1) This transaction increases the net beneficial ownership of the Reporting Person.
- (2) Thomas J. Formolo is the President of Andersen-Formolo Foundation - Q52455005. Mr. Formolo could be deemed to have a beneficial ownership of these shares but disclaims beneficial ownership.
- (3) Thomas J. Formolo is a partner of Danish-Italian Investors, L.P., Series A. Mr. Formolo could be deemed to have beneficial ownership of all of these shares but disclaims beneficial ownership except to his pecuniary interest therein.

Note: File three copies of this Form, one of which must be manually signed. If space is insufficient, *see* Instruction 6 for procedure. Potential persons who are to respond to the collection of information contained in this form are not required to respond unless the form displays a currently valid OMB number.